

**MISSOURI DEPARTMENT OF ELEMENTARY AND SECONDARY EDUCATION
CERTIFICATION REQUIREMENTS FOR
SUPERINTENDENT (GRADES K-12)**

I. PROFESSIONAL REQUIREMENTS:

A superintendent's certificate, valid for a period of ten (10) years from the date of issuance, will be issued to applicants meeting the following requirements:

A. One (1) of the following:

1. A permanent or professional Missouri certificate of license to teach;

OR

1. A baccalaureate degree from a state-approved teacher preparation program;
2. A recommendation from the designated certification official from a state-approved teacher preparation program which is included on the Application for Initial Missouri Teaching Certificate; and
3. Achieve a score equal to or greater than the Missouri qualifying score on the assessment designated by the State Board of Education for initial certification;

B. Successful completion of the district-level administrator's assessment designated by the State Board of Education;

C. Completion of a course in Psychology and/or Education of the Exceptional Child;

D. Completion of a two (2)-year graduate program approved by the Department of Elementary and Secondary Education for preparation of the superintendent which shall include knowledge and/or competency in each of the following areas:

1. Foundations of educational administration;
2. City school administration;
3. School supervision;
4. Curriculum construction;
5. Research and evaluation;
6. School finance;
7. School law;
8. School staff personnel administration;
9. School/community relations; and
10. School plant design and operation; and

E. A recommendation from the designated certification official from a state-approved educational specialist or advanced degree program for the preparation of superintendent; this must be part of the Application for Superintendent's Certificate.

NOTE: Missouri requires the completion of a two (2)-year graduate program for preparation of the Superintendent from an approved college or university. Missouri also requires the recommendation for certification from the designated recommending official of an approved college or university. This recommendation must be part of the Application for Superintendent's Certificate. Therefore, we are not able to evaluate transcripts for administrative certificates. Completion of all course work and a graduate program must be verified by official transcripts from the college/university.

II. RENEWAL OF CERTIFICATE:

The superintendent's certificate may be renewed for ten (10) years by individuals meeting the following requirements:

A. Five (5) years experience in school administration during the previous ten (10) years; or

B. Individuals who do not meet requirement A for renewal of their certificate shall complete a Professional Development Program approved by the Commissioner of Education, which includes graduate courses and/or professional development activities equivalent to six (6) semester hours of graduate credit.